U.S. Department of Justice
Office of Community Oriented Policing Services

COPS

COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE

COPS Instruction Booklet

www.cops.usdoj.gov

The U.S. Department of Justice, *Office of Community Oriented Policing Services* (www.cops.usdoj.gov) is pleased to announce that it is seeking applications for funding for the Tribal Resources Grant Program. This program furthers the Department's mission by addressing the Department's goal of assisting tribal efforts to prevent or reduce crime and violence.

COPS FY 2009 Application Guide: Tribal Resources Grant Program (TRGP)

Eligibility

All Indian tribes that are "federally recognized" by the BIA and have established police departments are eligible to apply.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Deadline

All applications must be submitted by April 10, 2009.

Contact Information

For assistance with the requirements of this solicitation, contact the COPS Office Response Center at 800.421.6770 or via e-mail at AskCOPSRC@usdoj.gov.

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 800.518.4726.

Grants.Gov/ COPS-TRGP-2009-1

U.S. Department of Justice
Office of Community Oriented Policing Services

www.cops.usdoj.gov

COPS FY2009 Application Guide:
Tribal Resources Grant Program (TRGP)

The COPS Application Guide is designed to assist applicants in applying for COPS grant programs. This Guide includes general information on the administrative and legal requirements governing the Tribal Resources Grant Program, as well as detailed program-specific information.

For more information about COPS grants, call the COPS Office Response Center at 800.421.6770.

U.S. Department of Justice
Office of Community Oriented Policing Services
1100 Vermont Avenue, N.W.
Washington, D.C. 20530

COPS Online: www.cops.usdoj.gov

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TRIBAL RESOURCES GRANT PROGRAM (TRGP) (CFDA 16.710)

OVERVIEW

COPS Office Overview

The COPS Office was established as a result of the Violent Crime Control and Law Enforcement Act of 1994 to assist law enforcement agencies in enhancing public safety through the implementation of community policing strategies in jurisdictions of all sizes across the country. Community policing represents a shift from more traditional law enforcement in that it focuses on prevention of crime and the fear of crime on a local basis.

COPS provides funding to state, local, and tribal law enforcement agencies and other public and private entities to hire and train community policing professionals, acquire and deploy cutting-edge crime-fighting technologies, and develop and test innovative policing strategies. COPS-funded training helps advance community policing at all levels of law enforcement - from line officers to law enforcement executives - as well as others in the criminal justice field. Because community policing is by definition inclusive, COPS training also reaches tribal leaders and the communities they serve. This broad range of programs helps COPS offer agencies support in virtually every aspect of law enforcement, making America safer, one neighborhood at a time.

The COPS Office has also funded the creation of a national network of Regional Community Policing Institutes (RCPIs) to foster training in community policing at the regional level. RCPIs are uniquely positioned to provide an array of meaningful training that supports the mission of the COPS Office to local law enforcement and the communities they serve.

We will continue to accomplish our mission by:

- creating innovative programs that respond directly to the emerging needs of state, local, and tribal law enforcement to shift law enforcement's focus to preventing, rather than reacting to, crime and disorder within their communities

- developing state-of-the-art training and technical assistance to enhance law enforcement officers' problem-solving and community interaction skills

- promoting collaboration between law enforcement and community members to develop innovative initiatives to prevent crime

- providing responsive, cost effective service delivery to our grantees to ensure success in advancing community policing strategies within their communities.

The programs and initiatives developed by the COPS Office have provided funding to more than 13,000 law enforcement agencies. By funding over 13,000 of the nation's 18,000 law enforcement agencies, the COPS Office has helped create a community policing infrastructure across the nation. Approximately 86 percent of the nation's population is served by law enforcement agencies practicing community policing.

Additional information regarding the COPS Office can be found at <u>www.cops.usdoj.gov</u>.

Tribal Resources Grant Program (TRGP) Overview

TRGP grants are provided directly to tribal law enforcement agencies. Grant requests should reflect a department's most serious law enforcement needs that are not funded with state, local, tribal or Bureau of Indian Affairs (BIA) funds. Grant requests must be linked to the implementation or enhancement of community policing. Funding can be requested for otherwise unfunded background investigations, comprehensive law enforcement training, uniforms, standard issue equipment, department-wide technology, and police vehicles. Law enforcement training and equipment for existing officers will be funded depending on the needs of the department and the availability of funding. The funding for training may include comprehensive police training at a state academy or the Indian Police Academy in Artesia, New Mexico, as well as community policing and computer training. The funding for uniforms and basic issue equipment may include such items as standard issue firearms and bulletproof vests. Departments may also request funding for other types of otherwise unfunded department-wide law enforcement technology, such as computer hardware and software, mobile data terminals, narrow band radio upgrades, and dispatch and communication systems. Applicants that do not already have an information gathering system compatible with the FBI Uniform Crime Reporting (UCR) System are encouraged to apply for TRGP funds to pay for National Incident Based Reporting System (NIBRS)/UCR compliant crime data systems. The COPS Office expects a strong demand for funding under this program and therefore has placed funding caps on the amount that may be awarded to a single agency.

Grant requests may be made only for items that are not already budgeted with state, local, tribal, or BIA funding.

The amount of funding for which your agency is eligible to apply is determined by the number of sworn officers your agency currently employs. Agencies with 20 or fewer officers may apply for up to $200,000. Agencies with more than 20 officers may apply for up to $400,000.

Tier 1   20 sworn officers or less
              $200,000

Tier 2   21 sworn officers or more
              $400,000

Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in good standing on other U.S. Department of Justice grants, has other grant compliance issues that would make the applicant agency ineligible to receive COPS funding, and/or is not cooperating with an ongoing compliance investigation regarding a current COPS grant award. A hold may also be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

DEADLINE: REGISTRATION

The applicant must register online with Grants.gov by **March 28, 2009.**

DEADLINE: APPLICATION

There will be one application deadline of **April 10, 2009** for the TRGP program. Applications must be submitted online via Grants.gov on or before April 10, 2009 to receive consideration for Fiscal Year 2009 funding, subject to funding availability. Applications submitted after April 10, 2009 will not be considered for funding. All applicants will receive written notification of funding decisions.

ELIGIBILITY REQUIREMENTS

All Indian tribes that have been "federally recognized" by the BIA and have established police departments are eligible to apply (for information on Federally Recognized Tribes, contact the Bureau of Indian Affairs at 202.208.2475). In addition, tribes that are currently served by Bureau of Indian Affairs law enforcement may request funding under TRGP to supplement their existing police services. Receiving an award under the Tribal Resources Grant Program will not preclude a grantee from future consideration under other COPS Office grant programs for which they are eligible.

For additional information, please contact your COPS Grant Program Specialist by calling the COPS Response Center at 800.421.6770.

Contracting for Law Enforcement Services

Tribes whose law enforcement services are exclusively provided by local non-tribal policing agencies through a contract arrangement are not eligible to apply for this COPS program.

PROGRAM-SPECIFIC INFORMATION

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Length of Grant Term, Maximum Federal Share and Local Share Requirements

The TRGP grant is two years (24 months) in duration.

TRGP funds are for one-time purchases for allowable costs incurred during the first 24 months following the grant award start date unless an extension for additional time is granted.

There is no local share requirement for TRGP 2009 grants.

Federal Funding: Allowable & Unallowable Costs

Allowable Costs: Fundable Requests

The Tribal Resources Grant Program offers several options for funding, including otherwise unfunded background investigations, law enforcement training, other related training, uniforms, basic issue equipment, department-wide technology, and law enforcement vehicles. Grant requests must be linked to the implementation or enhancement of community policing. Applicants may apply for items from any funding category, as long as the requested items are not budgeted with state, local, or BIA funding. Applicants should identify their law enforcement department's most serious but otherwise unfunded needs for training and equipment before choosing items from the available funding categories. The amount of funding for which your agency is eligible to apply is determined by the number of sworn officers your agency currently employs. Agencies with 20 or fewer officers may apply for up to $200,000. Agencies with more than 20 officers may apply for up to $400,000.

Tier 1   20 sworn officers or less
                  $200,000

Tier 2   21 sworn officers or more
                  $400,000

Background Investigations

Applicants may request funding for one or two background investigations for newly hired officers. Applicants may also request funding for background investigations for COPS-funded positions from previous grants that have not yet been filled if other funding (state, local, or BIA) is not budgeted for the background investigations. Background investigations must be completed before expenses incurred in connection with such investigations can be reimbursed. Funded background investigations may not be initiated prior to the official award start date of the grant period.

Training

Comprehensive Law Enforcement Training
Applicants may request funding for otherwise unfunded expenses associated with sending recruits to a state academy that will train and certify tribal police officers or to the BIA's Indian Police Academy in Artesia, New Mexico. Applicants may also request basic training from an established academy that trains Indian police officers, such as the Navajo Nation's academy. Basic law enforcement training is encouraged for existing police officers who have not received basic law enforcement training, depending on the needs of your department and the availability of funding. Applicants may request funding for only one cycle of basic training per officer. The grantee agency will be responsible for any additional costs associated with an officer not completing basic training on the first attempt.

We encourage applicants to apply for TRGP funds to pay for community policing and problem-solving training. In addition, specialized law enforcement training may also be requested in such topics as community policing, problem solving, counterterrorism, family violence, crime prevention and detection, and Indian Country jurisdictional issues. Only requests for training by recognized training providers such as the Federal Law Enforcement Training Center, the FBI, the BIA's Indian Police Academy, a state police academy, COPS RCPIs or a tribal community college will be considered. In addition, applicants may request funding to attend training conferences such as the National Native American Law Enforcement Association's annual training conference, or any COPS-sponsored conference. Requests for this type of specialized training will be considered on a case-by-case basis.

Funding for community policing or other law enforcement training will only cover travel, lodging, and per diem for each representative to and from the training site (if training is conducted more than 50 miles from your agency headquarters). State academy training costs include training instruction fees, academy tuition, course fees, textbooks, manuals, supplies, and travel in connection with training (transportation, lodging, per diem, etc.) if the training is located more than 50 miles from the job site. If your state academy does not charge for the training, your department will be reimbursed only for travel in connection with training. Departments that send their officers to the BIA Indian Police Academy will be reimbursed for travel costs only, as there is no cost for tuition at the BIA Indian Police Academy for tribal officers.

Computer Training

Applicants may request computer training for systems, hardware, or software that they already own, but may not be utilizing to their fullest extent because of a lack of training. Applicants must demonstrate how the training will enhance law enforcement activities, particularly in support of community policing. Applicants must indicate the type and source of such training requested at the time of application. Requests may be made only for training costs not already funded in the applicant's budget with state, local, or BIA funds. The COPS Office will consider each request on a case-by-case basis depending on the availability of funding.

Funding for computer training will cover the cost of instruction and costs for instructor travel, lodging, per diem, and other expenses, as funding permits. In addition, offsite training required to increase tribal capacity to operate a crime information gathering system compatible with the FBI Uniform Crime Reporting System may be requested.

Uniforms and Basic Issue Equipment

The following items are allowable under this funding category:

- Batons and baton holders
- Bicycle helmets
- Bulletproof vests**/Body armor
- Dress uniforms (dress coat, dress shirts, dress pants, ties)
- Standard uniforms (uniform shirts, trousers, ties, belts)
- Footwear (dress shoes, athletic shoes, boots)
- Gas masks
- Gun belts and belt accessories
- Handcuffs and cases/holders
- Hats/caps/gloves
- Hazmat suits
- Holsters
- Identification badge(s)/other insignia (nameplates, etc.)
- Manuals, reference books, notebooks, etc.
- Other miscellaneous items issued to police recruits (e.g., flashlights, templates, and whistles)
- Other standard issue apparel/uniform accessories (subject to approval)
- Outerwear (raincoat, coat, jacket, reflective vest)
- Pepper spray and holders
- Portable/mobile radios and holders
- Primary issue handguns
- Rescue equipment (first aid kits, diving gear, flotation devices, etc.).

Uniforms and basic issue equipment may be requested for officers if the applicant agency's budget does not include other state, local, or BIA funds to pay for these costs. **As with all TRGP costs, requests for reimbursement of uniforms and equipment purchased prior to the award start date will not be funded.**

** Any bulletproof vest purchased under TRGP must meet National Institute of Justice standards, as shown on the list of acceptable vests included in Appendix B of this Guide. Applicants should take this into consideration when requesting funding for this item, and request an adequate amount of funding accordingly. Since the list is frequently updated, please go to the website at www.nlectc.org for the most current listing, or call 800.248.2742 for direct connection to the National Law Enforcement and Corrections Technology Center for more information. NIJ-approved stab-resistant vests will also be available through this program.

Technology

Applicants may request funding for otherwise unfunded technology that will improve their department's ability to provide law enforcement services. Applicants must demonstrate that the technology is for law enforcement use and that the technology will enhance the department's community policing activities. Applicants may request funding for installation and training costs associated with the technology. Tribes are encouraged to request equipment that will increase their ability to collect crime data. Applicants that do not already have an automated crime information gathering system compatible with the FBI Uniform Crime Reporting (UCR) System are encouraged to apply for TRGP funds to pay for NIBRS/UCR compliant crime data systems.

The following items are allowable under this funding category:

- Automated booking systems
- Automated fingerprint identification systems
- Breathalyzers
- Cell phones (no airtime minutes allowed)
- Communication systems including narrow band upgrade equipment
- Computer Aided Dispatch (CAD) systems/Dispatch systems
- Computer hardware
- Computer software
- Conducted energy devices
- Crime mapping software
- Criminal intelligence systems
- Global Positioning Systems (GPS)
- Hardware/software upgrades
- In-car video cameras
- Interoperable communications technology
- Mobile data computers/laptops/terminals
- National Crime Information Center (NCIC) systems
- National Incident-Based Reporting System (NIBRS)/UCR compliant crime data systems
- Night vision equipment
- Records Management Systems (RMS)
- Satellite phones.

Requests for reimbursement of technology purchased prior to the award start date will not be funded.

Police Vehicles

Applicants may also request funding for otherwise unfunded police vehicles and basic vehicle accessories. Requests for special conveyance police vehicles other than cars will only be considered if documentation on the need for that specific type of vehicle accompanies the application.

- Police cars
- Basic vehicle accessory package
- Special conveyances standard to the jurisdiction (motorcycles, snowmobiles, all terrain vehicles, etc.) based on demonstrated need.

Unallowable Costs: Requests Will NOT Be Funded

This is not an inclusive list. The COPS Office reserves the right to deny funding for items that may not be included on this list. Please do not apply for these items under TRGP.

This program will not provide funding for any items which are funded in the applicant agency's budget with other sources of funding (state, local, or BIA), or which were purchased prior to the TRGP grant award start date. You may apply only for otherwise unfunded items to supplement your agency's law enforcement budget.

- Ammunition
- Assault weapons
- Cell phone airtime
- Communications towers
- Construction/renovation costs
- Dictation systems
- Dogs (K-9)
- Evidence lockers
- Firing range equipment (targets, etc.)
- Fitness equipment
- Indirect costs
- Narcotics test kits
- Non-police use vehicles
- Office equipment (copiers, fax machines, etc.)
- Office furniture (desks, file cabinets, etc.)
- Office rental space
- Office supplies (paper, pens, postage, etc.)
- Overtime hours for sworn officers or civilians
- Phone lines/utilities/voicemail systems
- Prisoner transport vehicles
- Radar equipment/Radar guns
- Salaries and benefits of new or existing employees (sworn positions or civilians)
- Surveillance equipment (wiretaps, surveillance cameras, etc.)
- Televisions/VCRs/DVD players/Projectors
- Tire spikes
- Vehicle fuel, parts, service, or maintenance
- Vehicle leasing or rental agreements
- Video cameras (other than vehicle mounted)/film.

Monitoring, Reporting, & Evaluation Requirements

Federal regulations require that any financial assistance from the federal government be monitored to ensure that those funds are spent properly. Awarded agencies will be responsible for submitting periodic programmatic Progress Reports and quarterly Financial Status Reports. In addition, the COPS Office is interested in tracking the progress of its programs and the development of its grantees' community policing plans. Therefore, all TRGP grantees will be required to participate in grant monitoring activities of the U.S. Department of Justice, including but not limited to the COPS Office, the Office of the Inspector General, or an entity designated by COPS.

The COPS Office Monitoring staff may take a number of monitoring approaches, such as site visits, office-based grant reviews, and periodic surveys to gather information. COPS may seek information including, but not limited to, your agency's compliance with nonsupplanting and financial requirements of the grant and progress toward achieving your community policing plan. Program and Monitoring Specialists as well as auditors are particularly interested in confirming that the purchase of approved items is consistent with the applicant's proposal.

Please feel free to contact your Grant Program Specialist at 800.421.6770 to discuss any issues or concerns you may have.

PERFORMANCE MEASURES

To assist in fulfilling the Department of Justice's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding must provide data that measures the results of their work. Performance measures for the Tribal Resources Grant Program are as follows:

Objective	Performance Measures	Data Grantee Provides
Increase the capacity of tribal law enforcement agencies to implement community policing strategies that strengthen partnerships for safer communities and enhance tribal law enforcement's capacity to prevent, solve, and control crime through funding for technology, equipment, and training.	Average community policing capacity implementation rating (0 to 100) of TRGP grantees. Average technological capacity implementation rating (0 to 100) of TRGP grantees. Successful purchase and implementation of all items and/or services listed in the application Project and Budget Narratives.	Annual progress reports providing an overview of TRGP grant purchases/implementation and implementation of community policing strategies.

All COPS TRGP grants target increasing grantee capacity to implement community policing strategies within the three primary elements of community policing: 1) problem-solving; 2) partnerships; and 3) organizational transformation. The COPS Office requires all TRGP applicants to describe how the technology, equipment, and/or training requested will assist the applicant in implementing community policing strategies.

As part of the annual progress report, TRGP grantees will be required to report on their progress toward implementing community policing strategies. The COPS Office will not require that grantees track statistics to respond to the performance measure questions, and the grantee's community policing capacity implementation rating and/or technological capacity implementation rating will not be used in determining grant compliance.

Based on the data collected from grantees, the COPS Office may make improvements to the TRGP program to better meet the program's objective and tribal law enforcement agency needs.

HOW TO APPLY

Administrative Requirements Governing COPS Programs

Obtaining a DUNS Number

The federal government requires that all applicants for federal grants and cooperative agreements with the exception of individuals other than sole proprietors have a DUNS number. The DUNS number is used to identify related organizations that are receiving funding under grants and cooperative agreements, and to provide consistent name and address data for electronic grant application systems.

Data Universal Numbering System (DUNS) Number

- The Data Universal Numbering System (DUNS) number is a unique nine-digit identification number provided by Dun & Bradstreet (D&B).

- The DUNS number is site-specific. Therefore, each distinct physical location of an entity (such as branches, divisions, and headquarters) may be assigned a DUNS number. Organizations should try to keep DUNS numbers to a minimum. In many instances, a central DUNS number with a DUNS number for each major division/department/agency that applies for a grant may be sufficient.

- The requestor may obtain an on-the-spot DUNS number assignment by telephone at **866.705.5711**.

Obtaining a DUNS Number

- You should verify that you have a DUNS number or take the steps needed to obtain one as soon as possible, if there is a possibility you will be applying for future federal grants or cooperative agreements. There is no need to wait until you are submitting a particular application.

- ***If you already have a DUNS number.*** If you, as the entity applying for a federal grant or cooperative agreement, previously obtained a DUNS number in connection with the federal acquisition process or requested or had one assigned to you for another purpose, you should use that number on all of your applications. It is not necessary to request another DUNS number from D&B. You may request D&B to supply a family-tree report of the DUNS numbers associated with your organization. Organizations should work with D&B to ensure the right information is on the report. Organizations should not establish new numbers, but use existing numbers and update/validate the information associated with the number.

- ***If you are not sure if you have a DUNS number.*** Call D&B using the toll-free number 866.705.5711, and indicate that you are a federal grant applicant or prospective applicant. D&B will tell you if you already have a number. If you do not have a DUNS number, D&B will ask you to provide the information listed on the following page and will immediately assign you a number, free of charge.

- ***If you know you do not have a DUNS number.*** Call D&B using the toll-free number 866.705.5711, and indicate that you are a federal grant applicant or prospective applicant. D&B will ask you to provide the information listed on the following page and will immediately assign you a number, free of charge.

Managing Your DUNS Number

- D&B periodically contacts organizations with DUNS numbers to verify that their information is current. Organizations with multiple DUNS numbers may request a free family tree listing from D&B to help determine what branches/divisions have numbers and whether the information is current. Please call the dedicated toll-free DUNS number request line at **866.705.5711** to request your family tree.

- D&B recommends that organizations with multiple DUNS numbers have a single point of contact for controlling DUNS number requests to ensure that the appropriate branches/divisions have DUNS numbers for federal purposes.

- As a result of obtaining a DUNS number you have the option to be included on D&B's marketing list that is sold to other companies. If you do not want your name/organization included on this marketing list, request to be de-listed from D&B's marketing file when you are speaking with a D&B representative during your DUNS number telephone application.

> Obtaining a DUNS number is absolutely free for all entities doing business with the federal government. This includes grant and cooperative agreement applicants or prospective applicants and federal contractors. Be certain that you identify yourself as a federal grant applicant or prospective applicant.

To Obtain Your DUNS Number

Please call the dedicated toll-free DUNS number request line for federal grant and cooperative agreement applicants or prospective grant applicants at: **866.705.5711**

The number is staffed from 8 a.m. to 6 p.m. (local time of the caller when calling from within the continental United States). Calls placed to the above number outside of those hours will receive a recorded message requesting the caller to call back between the operating hours.

- The process to request a number takes about 5-10 minutes.

- A DUNS number will be assigned at the conclusion of the call.

- You will need to provide the following information:
  - Legal Name
  - Headquarters name and address for your organization
  - Doing business as (DBA) or other name by which your organization is commonly known or recognized
  - Physical address, city, state and zip code
  - Mailing address (if separate from headquarters and/or physical address)
  - Telephone number
  - Contact name and title
  - Number of employees at your physical location.

Registering with the Central Contractor Registry

In addition to the DUNS number requirement, the COPS Office requires all applicants (other than individuals) for federal financial assistance to maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov.

Electronic Submission of Applications Via Grants.gov

COPS is committed to supporting the President's Management Agenda (PMA) by striving toward becoming an even more "citizen-centered" and "results-oriented" organization. In an effort to meet these objectives, the COPS Office is participating as a partner with the government-wide Grants.gov initiative. If you are applying for COPS funding you must submit your application in electronic format via Grants.gov. Grants.gov is the home of federal grant program information and applications. Please visit www.Grants.gov to learn more about this exciting initiative.

Users of Grants.gov will be able to download a copy of the application package, complete it offline, and then upload and submit the application via the Grants.gov site. You may not email a copy of the grant application to the COPS Office. All of the application forms must be submitted via Grants.gov, thus reducing paperwork for the applicant and the COPS Office. Other features of Grants.gov include a computer-based training tutorial, user guides, context-sensitive help for web pages, and customer service support via email and/or toll-free telephone.

If your agency does not have the capability to apply online via Grants.gov, please contact the COPS Response Center at 800.421.6770 for assistance.

The following is important information for applicants:

- To use Grants.gov, applicants must have a DUNS number (DUNS numbers are required of all agencies requesting federal funding) and register in the Central Contractor Registry (CCR). wIf you have already completed these steps for previous submissions, you do not need to complete these steps again. Please see the attached checklist that will assist agencies in completing all the steps for each registration process.

- You must submit all documents electronically, including all information typically included on the SF-424, the COPS Application Attachment to SF-424, Budget Information, Project Narratives and any related attachments.

- Your application must comply with any page limit requirements described in the COPS Application Guide.

- You must also download the COPS Application Guide (instructions) for completing the application. This must be downloaded separately from the application package.

- Instructions for completing online application forms are included as part of the application package, both on the cover sheet and as field-level instructions and edits that will assist you in completing an accurate application package.

- Treat your application as you would any important document. Remember to save it to your computer often because changes are NOT automatically saved.

- When you have completed the application package, you need to click the "Save" button prior to submission. Note: The application package cannot be submitted until all required fields have been completed.

- You can complete the application package offline - you will not have to be connected to the Internet. This gives you the ability to route the application package to others in your organization as an email attachment, much like you would with any shared document.

- The "Submit" button on the application package cover page will become active after you have completed all required forms, attached all required documents, and saved your application package. Move all mandatory completed forms/documents into the corresponding Completed **Documents for Submission** box. Click on the "Submit" button once you have done all these things and you are ready to send your completed application to Grants.gov.

- Review the provided application summary to confirm that the application will be submitted to the program you wish to apply for. Click the "Yes" button if this information is correct and you are ready to submit the application. If you are not already connected to the Internet, you will be directed to do so.

- Once you have logged in, your application package will automatically be uploaded to Grants.gov. A confirmation screen will appear once the upload is complete. Note that a Grants.gov tracking number will be provided on this screen. Please record this number so that you may refer to it should you need to contact Customer Support.

- **Do not wait until the application deadline date to begin the application process through Grants.gov.** The Grants.gov registration steps may take a few days, and if you wait until the application deadline date you may be unable to submit your application online.

- A copy of the Certification of Review and Representation of Compliance with Requirements must be signed and kept on file with the applicant per the application instructions.

Section 508 of the Rehabilitation Act

Please note that information on Grants.gov accessibility and compliance with Section 508 of the Rehabilitation Act can be found on the Grants.gov website. If you are an applicant using assistive technology and you encounter difficulty when applying using Grants.gov, please contact:

Darren Neely
U.S. Department of Justice COPS Office
202.307.3971
Darren.Neely@usdoj.gov

The Department is committed to ensuring equal access to all applicants and will assist any applicant who may experience difficulties with assistive technology when applying for grants on the Grants.gov site. We will continue to work with applicants as necessary while the Grants.gov site moves toward full compliance with Section 508 of the Rehabilitation Act.

Procedures for Using Grants.gov

Listed below is a description of the procedures/steps that you will need to complete in order to submit your application via Grants.gov. For more detailed information, please go to www. Grants.gov and consult the Tutorial, Help (once you are on the proper screen) or the Grants.gov User Guide.

I. E-Business & Registration Information

Please note: The following steps only apply if you are using Grants.gov for the first time. If you have used Grants.gov in the past, you do not need to repeat these steps.

1. **Obtain a DUNS Number.**
    Please see the "Obtaining a DUNS Number" section of this Guide to obtain detailed information on this requirement.

2. **Register with Central Contractor Registry.**
    Individuals who want to be able to submit an application on behalf of their organization must become Authorized Organization Representatives (AORs) by registering with CCR. You must have a DUNS number before registering with CCR.
    To register with CCR:

    1. Go to www.ccr.gov.
    2. Click the **Start New Registration** link.
    3. Complete the Registration Worksheet.
    4. Complete the Registration Acknowledgement and Point of Contact Information.

3. **Register with Credential Provider.**
    Individuals who want to be able to submit an application on behalf of their organization must become Authorized Organization Representatives. In order to become an AOR, you must first register with CCR before registering with the Credential Provider, Operational Research Consultants (ORC).
    To register with a Credential Provider:

    1. Click the **Register with Credential Provider** link.
    2. Enter your DUNS number and press Register.
    3. On the Welcome screen, click User ID.
    4. Complete the registration screens.

    Note: You should record the User ID and password that you entered because you will need this information to register with Grants.gov.

4. **Register with Grants.gov.**
    After registering with the Credential Provider, individuals who want to submit applications need to register with Grants.gov as an Authorized Organization Representative. As an AOR, an individual will be authorized to submit grant applications through Grants.gov on behalf of their organization.
    To register with Grants.gov:

    1. Enter the User ID and password from the Credential Provider in the appropriate fields on the **Register with Grants.gov** screen.
    2. Click the **Register** button.
    3. Complete the Registration page with:
        Your first and last name
        Your telephone number
        Your email address
        Your title
        Your DUNS number

5. Designate an E-Business Point of Contact.
This procedure is only for the E-Business Point of Contact. The E-Business Point of Contact is the person listed as the point of contact on the organization's CCR registration and is responsible for designating their organization's Authorized Organization Representatives (AORs). Organizations may have only one E-Business Point of Contact.

Once a potential Authorized Organization Representative registers with a Credential Provider and Grants.gov, the E-Business Point of Contact will receive an email stating that someone has signed up to become an AOR for their organization. The E-Business Point of Contact will need to log into the Ebiz section of the site and assign the "Authorized Applicant" role to have that person designated as an AOR for their organization.

To designate an AOR:
1. Click the EBiz link at the top of the screen.
2. Enter your DUNS number and MPIN to login.
3. Click the Manage Applicants link.
4. Select the person for whom you want to assign the "Authorized Applicant" role.
5. Assign the "Authorized Applicant" role.

II. Find & Apply for Funding Opportunities

1. **Find a grant opportunity for which you want to apply.**
   You can search for opportunities at: https://apply07.grants.gov/apply/forms_apps_idx.html

2. **Download the Application Viewer**
   If you do not have the PureEdge Viewer, you must download it to complete the online forms.
   To download the Application Viewer:
   1. Click the link on the Download Application Viewer screen.
   2. Verify that your computer meets the system requirements.
   3. Download PureEdge Viewer.
   4. Install PureEdge Viewer.

3. **Download Application Package**
   To download an application package:
   1. Click the Download Application Package link on the left of the Apply for Grants screen.
   2. Enter the Funding Opportunity Number or CFDA Number. The CFDA number for all COPS programs is 16.710.
   3. Click the Download Package button.
   4. Click the corresponding download link for the application instructions and application package.

4. **Complete Application Package**
   To complete an application package:
   1. Download an application package and its instructions.
   2. Save the application to your computer.
   3. Complete all necessary forms/documents.
   4. Move all mandatory completed forms/documents into the corresponding Completed Documents for Submission box.
   5. Move all optional completed forms/documents into the corresponding optional completed documents for submission box.
   6. Save the application.

5. Submit Application Package

To submit an application package:

1. Complete the application.
2. Save the application.
3. Click the Submit button.
4. Click the Yes button.
5. Log into Grants.gov using your AOR username and password.
6. Save and/or print the confirmation page for future tracking of the package you just submitted by the Grants.gov Tracking Number found on the Confirmation Page.

Organization Registration Checklist

The following checklist can help guide your organization to complete the registration steps required to submit grants online through Grants.gov. Please ensure that you have completed all of these steps well before the application deadline date. *These steps take a number of days, so please don't wait until the last minute if you have a deadline approaching!*

When you are done, you will have established a profile on Grants.gov that contains basic information about your agency and designated staff members who are authorized to submit applications. *These steps only need to be completed ONCE to be able to use Grants.gov to apply for multiple programs.*

A list of helpful online resources to assist you with the registration steps follows the checklist.

Steps to Complete to Register an Organization	Completed?
STEP 1: OBTAIN DUNS NUMBER **Has my organization identified its Data Universal Numbering System (DUNS) number?** Ask the grant administrator, chief financial officer, or authorizing official of your organization to identify your DUNS number. If your organization does not know its DUNS number or needs to register for one, visit Dun & Bradstreet at http://fedgov.dnb.com/webform/displayHomePage.do. **PURPOSE OF THIS STEP:** The federal government has adopted the use of DUNS numbers to track how federal grant money is allocated. DUNS numbers identify your organization. **HOW LONG SHOULD IT TAKE?** Same day. You will receive DUNS number information online.	⬭
STEP 2: REGISTER WITH CCR **Has my organization registered with the Central Contractor Registration (CCR)?** Ask the grant administrator, chief financial officer, or authorizing official of your organization if your organization has registered with the CCR. If your organization is not registered, you can apply by phone (1-888-227-2423) or register online at http://www.ccr.gov. CCR has developed a handbook (http://www.ccr.gov/handbook.asp) to help you with the process. When your organization registers with CCR, you must designate an E-Business Point of Contact (E-Biz POC). This person will identify a special password called an "M-PIN." This M-PIN gives the E-Biz POC authority to designate which staff member(s) from your organization are allowed to submit applications electronically through Grants.gov. Staff members from your organization designated to submit applications are called Authorized Organization Representatives (AORs). Note: If you are an individual applying for a grant on your own behalf and not on behalf of a company, academic or research institution, state, local or tribal government, not-for-profit, or other type of organization, refer to the Individual Registration: http://www.grants.gov/applicants/individual_registration.jsp. If you apply as an individual to a grant application package designated for organizations, your application will be rejected. **PURPOSE OF THIS STEP:** Registering with the CCR is required for organizations to use Grants.gov. **HOW LONG SHOULD IT TAKE?** If your organization already has an Employment Identification Number (EIN) or Taxpayer Identification Number (TIN), then you should allow one – three business days to complete the entire CCR registration. The EIN and TIN will come from the Internal Revenue Service (IRS). If your organization does not have an EIN or TIN, then you should allow two weeks for obtaining the information from the IRS when requesting the EIN or TIN via phone or Internet. The additional number of days needed is a result of security information that needs to be mailed to the organization. *Note: Your organization needs to renew their CCR registration once a year.	⬭

STEP 3: USERNAME & PASSWORD

Have the AORs who officially submit applications on behalf of your organization completed their profile with Grants.gov to create their username and password?

To create a username and password, AORs must complete their underline profile on Grants.gov. AORs will need to know the DUNS number of the organization for which they will be submitting applications to complete the process.

After your organization registers with the CCR, AORs must wait one business day before they can complete a profile and create their usernames and passwords on Grants.gov.

PURPOSE OF THIS STEP:
An AOR username and password serves as an "electronic signature" when submitting a Grants.gov application.

HOW LONG SHOULD IT TAKE?
Same day. After the AOR has completed their profile they will be prompted to create a username and password that will allow the user to log in and check their approval status immediately.

STEP 4: AOR AUTHORIZATION

Has the E-Business Point of Contact (E-Biz POC) approved AORs to submit applications on behalf of the organization?

When an AOR registers with Grants.gov to submit applications on behalf of an organization, that organization's E-Biz POC will receive an email notification. The email the AOR submitted in the profile will be the email used when sending the automatic notification from Grants.gov to the E-Biz POC with the AOR copied on the correspondence.

The E-Biz POC must then log in to Grants.gov (using the organization's DUNS number for the username and the "M-PIN" password obtained in Step 2) and approve the AOR, thereby giving him or her permission to submit applications.

When an E-Biz POC approves an AOR, Grants.gov will send the AOR a confirmation email.

PURPOSE OF THIS STEP:
Only the E-Biz POC can approve AORs. This allows the organization to authorize specific staff members or consultants/grant writers to submit grants. Only those who have been authorized by the E-Biz POC can submit applications on behalf of the organization.

HOW LONG SHOULD IT TAKE?
This depends on how long it takes the E-Biz POC to log in and approve the AOR; once the approval is completed the AOR can immediately submit an application.

STEP 5: TRACK AOR STATUS

AORs can also log in to track their AOR status using their username and password (obtained in Step 3) to check if they have been approved by the E-Biz POC.

PURPOSE OF THIS STEP:
To verify that the organization's E-Biz POC has approved the AOR.

HOW LONG SHOULD IT TAKE?
Logging in as an applicant is instantaneous; the approval process to become an AOR depends on how long it takes the E-Biz POC to log in and approve the AOR.

Helpful Online Resources:

DUNS Number information:
http://fedgov.dnb.com/webform/displayHomePage.do

Central Contractor Registry (CCR): http://www.ccr.gov

Obtain usernames and passwords for AORs:
https://apply.Grants.gov/OrcRegister

Grants.gov: http://www.Grants.gov

Grants.gov Helpdesk: support@Grants.gov

Grants.gov Customer Support Tutorials and Manuals:
http://www.grants.gov/CustomerSupport

Grant.gov Support Line: 800.518.GRANTS (4726)

Audit Requirement

OMB Circular A-133 establishes the requirements for organizational audits that apply to COPS grantees. Grantees must arrange for the required organization-wide (not grant-by-grant) audit in accordance with the requirements of this circular.

Civil Rights

All recipients of federal grant funds are required to comply with nondiscrimination requirements contained in various federal laws. All applicants should consult the Assurances form to understand the applicable legal and administrative requirements.

Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

Legal Requirements: Grant Terms & Conditions

The following section describes the compliance terms and conditions that applicants should be aware of before applying to COPS programs. The table below further defines which of the legal requirements are applicable to the program for which you are applying. Please review each section carefully. The signatures of the applicant's Authorized Organizational Representative, Law Enforcement Executive, and Government Executive on Section 14: Certification of Review and Representation of Compliance with Requirements of the COPS Application Attachment to the SF-424 assures the COPS Office that your agency will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal grant funds.

Key: Y – Yes   N – No   P – Possibly (dependent upon particular agency regulations or items requested)

FY 2009 Program	I. Assurances	II. Certifications	III. Disclosure of Lobbying Activities	IV. Non-supplanting	V. Procurement & Sole Source Justification	VI. Criminal Intelligence Systems/28 C.F.R. Part 23	VII. Mitigate Possible Adverse Health, Safety, and Environmental Impacts
TRGP	Y	Y	N	Y	P	P	P

I. & II. Assurances & Certifications

Applicants to COPS programs are required to sign and submit the standard Assurances and Certifications forms. Signing these documents assures the COPS Office that you have read, understand, and accept the grant terms and conditions as outlined in the Assurances and Certifications. Please read these documents carefully as signatures on these documents are treated as material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered grant. A hard copy of the Assurances and Certifications, signed by the Law Enforcement Executive/Program Official and Government Executive/Financial Official named on the COPS Application Attachment to the SF-424, should be kept in the agency's files and furnished upon request.

III. Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

If this applies to your agency, you are required to submit the Disclosure of Lobbying Activities (SF-LLL) as an attachment to your application. Complete all items that apply for both the initial filing and material change report.

IV. Nonsupplanting Requirement

Grant funds may not be used to replace state or local funds (or, for tribal grantees, Bureau of Indian Affairs funds) that would, in the absence of federal aid, be made available for the purpose of the grant. Instead, grant funds must be used to increase the total amount of funds that would otherwise be made available for the grant purposes.

A grant recipient may not use federal grant funds to pay for any item or costs associated with this request that the recipient is already obligated to pay. Funds allocated to pay for law enforcement costs irrespective of the grant may not be reallocated to other purposes or refunded should a COPS grant or cooperative agreement be awarded. Non-federal or BIA funds must remain available for and devoted to that purpose, with COPS funds supplementing those non-federal or BIA funds. Funding awarded cannot be obligated until after the grant award start date (unless an exception is authorized in writing by the COPS Office). This means that COPS funds cannot be applied to any agency cost incurred prior to the award start date.

The possibility of supplanting will be the subject of careful application review, possible pre-award review, and post-award monitoring and audit. Any supplanting of non-federal or BIA funds by COPS grant funds may be grounds for potential suspension or termination of grant funding, recovery of misused funds, and/or other applicable legal sanctions.

If you have questions concerning the nonsupplanting requirement while completing this application, please contact the COPS Office at 800.421.6770 for further information.

V. Procurement & Sole Source Justification

Sole source, or procurement by noncompetitive proposals, is procurement through solicitation of a proposal from only one source, or after solicitation of a number of sources, competition is determined inadequate. It must adhere to the standards set forth in the Uniform Administrative Requirements, 28 C.F.R. § 66.36 or 28 C.F.R. § 70 (as applicable).

For the purchase of equipment, technology or services under a COPS grant award, grant recipients must follow their own policies and procedures on procurement as long as those requirements conform to the federal procurement requirements set forth in 28 C.F.R. § 66.36 and 28 C.F.R. § 70 (as applicable). If a grant recipient determines that the award of a contract through a competitive process is infeasible, and if one of the following circumstances applies: (1) the item/service is available only from one source; (2) the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation; or (3) competition is determined inadequate after solicitation of a number of sources, the grant recipient must seek written authorization from the COPS Office for sole source procurements in excess of $100,000. Written approval for sole source procurements from the COPS Office must be received prior to purchasing equipment, technology or services, obligating funding for a contract, or entering into a contract with grant funds.

Requests for sole source procurements of equipment, technology or services in excess of $100,000 must be submitted to the COPS Office in writing certifying that the award of the contract through full and open competition is infeasible. The sole source request must be prepared on department letterhead. The request should also include the following information:

Section I – A brief description of the project, the amount to be designated for the sole source procurement, and the purpose of the contract.

Section II – A statement identifying which one (or more) of the three circumstances identified below apply to the procurement transaction and an explanation as to why it is necessary to contract in a noncompetitive manner. Include supporting information as identified below under the applicable section(s).

The item/service is available only from one source.
- Contractor's expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, prior work on earlier phases of project, etc.)
- Uniqueness of items to be procured from the proposed contractor or vendor (compatibility, patent issues, etc.)
- Any additional information that would support the case

The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.
- When the contractual coverage is required by your department and why
- Impact on project if deadline/dates are not met
- How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired)
- Any additional information that would support the case

Competition is determined inadequate after solicitation of a number of sources.
- Results of a market survey to determine competition availability; if no survey is conducted, please explain why not
- Any additional information that would support the case

Section III – A declaration that this action/choice is in the best interest of the agency.

Upon receipt of the request for sole source authorization, the COPS Office will review to determine if competition is infeasible, and your agency will be contacted if any of the identified information is missing or if additional supporting information is required. If the COPS Office determines that the request does not meet the standards set forth above, the request will be denied.

Please be advised that conflicts of interest are prohibited under the procurement standards set forth in 28 C.F.R. § 66 and 28 C.F.R. § 70.

If you have any questions regarding the federal requirements that guide procurement procedures, please contact your program point of contact at 800.421.6770.

VI. Criminal Intelligence Systems/28 C.F.R. Part 23 Compliance

If your agency is receiving COPS funding for equipment/technology that will be used to operate an *interjurisdictional* criminal intelligence system, you must agree to comply with the operating principles found at 28 C.F.R. Part 23. An "interjurisdictional criminal intelligence system" is generally defined as a system which receives, stores, analyzes, and exchanges or disseminates data regarding ongoing criminal activities (such activities may include, but are not limited to, loan sharking, drug or stolen property trafficking, gambling, extortion, smuggling, bribery, and public corruption) and shares this data with other law enforcement jurisdictions. 28 C.F.R. Part 23 contains operating principles for these interjurisdictional criminal information systems which protect individual privacy and constitutional rights.

If you are simply using the COPS funds to operate a single agency database (or other unrelated forms of technology) and will not share criminal intelligence data with other jurisdictions, 28 C.F.R. Part 23 does not apply to this grant.

VII. Certification to Mitigate Possible Adverse Health, Safety,and Environmental Impacts

The National Environmental Policy Act (NEPA) of 1969, as amended (Pub. Law 91-190; 42 U.S.C. 4321 *et seq*) establishes a national goal of protecting the environment. NEPA's requirements apply to federal projects, decisions, or actions, including grants in aid, that might have a significant impact on the quality of the human environment. For example, renovation and construction projects initiated by state or local law enforcement agencies with grant funding from the Office of Community Oriented Policing Services (COPS), U.S. Department of Justice are subject to NEPA. These projects are usually also subject to related environmental impact review and consultation provisions within the following environmental statutes and executive orders: Coastal Zone Management Act; Coastal Barrier Resources Act; Clean Air Act; Safe Drinking Water Act; Federal Water Pollution Control Act; Endangered Species Act; Wild and Scenic Rivers Act; National Historic Preservation Act; Farmland Protection Policy Act; and executive orders related to protection of wetlands, floodplain management, and environmental justice.

It is COPS' policy to minimize harm to the environment and we may reject proposals or encourage the modification of projects which have adverse environmental impacts. No grant funds may be awarded and/or expended for a specific construction proposal until an Environmental Assessment (EA) and/or an Environmental Impact Statement (EIS) has been completed and COPS has issued a Finding of No Significant Impact (FONSI) or has approved the EIS.

Suspension or Termination of Funding

The COPS Office may suspend, in whole or in part, or terminate funding, or impose other sanctions on a grantee for the following reasons:

- Failure to substantially comply with the requirements or objectives of the Public Safety Partnership and Community Policing Act of 1994, program guidelines, or other provisions of federal law

- Failure to make satisfactory progress toward the goals or strategies set forth in this application

- Failure to adhere to grant agreement requirements or special conditions

- Proposing substantial plan changes to the extent that, if originally submitted, would have resulted in the application not being selected for funding

- Failure to submit required or requested reports

- Filing a false statement or certification in this application or other report or document

- Other good cause shown.

Prior to imposing sanctions, the COPS Office will provide reasonable notice to the grantee of its intent to impose sanctions and will attempt to resolve the problem informally. Appeal procedures will follow those in the U.S. Department of Justice regulations in 28 C.F.R. Part 18.

False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law.

Please be advised that grantees may not use COPS funding for the same item or service also funded by an Office of Justice Programs (OJP) award.

Required Application Documents & Sections for TRGP Applications

Listed below is a chart that shows the required documentation that must be completed and submitted for your application to be considered complete. Failure to submit all required documentation at the time of application may delay processing and/or result in the denial of your application. **Unless otherwise noted, each section listed must be completed in its entirety.** *You can use this chart as an application checklist to ensure you have met all of the necessary requirements.*

Application Documents & Sections	Required? Yes, No or Possible (dependent upon agency)	Completed?
1. Standard Form 424	Yes	❏
2. COPS Application Attachment to SF-424	Yes	❏
Section 1: COPS Program Request (Grants.gov applicants, check Tribal Program)	Yes	❏
Section 2: Executive Information	Yes	❏
Section 3: General Agency Information	Yes	❏
Section 4: Law Enforcement & Community Policing Strategy	Yes	❏
Section 5: Continuation of Project After Federal Funding Ends	No	❏
Section 6: Need for Federal Assistance	Yes	❏
Section 7: Waivers of the Local Match	No	❏
Section 8: Executive Summary	No	❏
Section 9: Project Description (Narrative)	Yes	❏
Section 10: Budget Narrative	Yes	❏
Section 11: Memorandum of Understanding	No	❏
Section 12: Official Partner(s) Contact Information	No	❏
Section 13: Incident Data	No	❏
Section 14: Certification of Review and Representation of Compliance with Requirements	Yes	❏
Section 15: Standard Assurances	Yes	❏
Section 16: Standard Certifications	Yes	❏
3. Standard Form LLL: Disclosure of Lobbying Activities	No	❏
4. Budget Detail Worksheets (Sections C, D, F and Budget Summary)	Yes	❏

WHAT AN APPLICATION MUST INCLUDE: REQUIRED FORMAT & OTHER IMPORTANT INFORMATION FOR SUBMISSION

General Information

Please do not include any <u>confidential</u> data or reports with your application.

Law Enforcement and Community Policing Strategy

All applicants are required to provide information demonstrating how grant funding will be used to increase their involvement in community policing. Answers to the narrative questions in this section should be specifically linked to the community policing activities to be implemented or enhanced through this grant project.

Need for Federal Assistance

All applicants are required to provide a brief explanation of their agency's inability to implement this project without federal assistance. There is no local match requirement for the TRGP 2009 grant; therefore, the COPS Office will consider the need for federal assistance in evaluating each agency's request for funding.

Project Description (Narrative)

Agencies that seek funding under this program are required to submit a separate narrative addressing each of the following areas. This narrative will be a significant factor in the application review and approval process. Agencies may provide supporting documentation in the following areas if relevant information is available.

Please do not include any confidential data or reports with your application. Failure to respond to any of these points below may delay the processing of your application, and could ultimately result in the denial of your application.

Narrative Sections

A. Problem Identification and Justification

- **Problem Identification:** Please provide information on significant public safety problems occurring in your jurisdiction that will be addressed through this grant proposal. Please also include a description of the impacted or targeted areas that you will address with grant funding.

- **Justification:** Describe data you have collected, such as incident data, citizen survey results, calls for service data, etc., as it relates specifically to the problems identified.

B. Project Goals & Objectives

Define the vision, goals, and objectives that you are ultimately trying to accomplish through federal assistance and how the proposed project would fit into an overall effort to address the problems identified above.

C. Community Policing Strategies

Please provide information on the proposed community policing activities that will be implemented or enhanced with grant funding. Please address each of the following elements of community policing: (a) community partnerships and support, including consultation with community groups, private and/or other public agencies; (b) related governmental and community initiatives that complement your agency's proposed use of TRGP funding; and (c) organizational transformation – how your agency will use these funds, if awarded, to help reorient its mission to community policing or enhance its involvement in and commitment to community policing.

Agencies that seek funding under this program must provide information on how the community policing activities described will link to the overall organizational community policing strategy of the agency.

D. Implementation Plan

Provide a detailed description of how the grant project will be implemented, including an implementation plan and schedule for all major milestones and timelines on all activities to take place within the life of the grant.

E. Evaluation Plan/Effectiveness of Program

Although a formal evaluation of the COPS TRGP program is not a requirement for funding, the COPS Office strongly encourages applicants to consider how they will determine if grant funding was effective in addressing the problems outlined above. Descriptions should include the processes in place to track community policing implementation and the effectiveness of community policing activities on addressing identified measurable outcomes.

If your agency intends to have an evaluation plan in place, please describe it here.

F. Grant Administration

This section should clearly describe the legal applicant's plan to ensure that the administrative grant requirements are understood and met. Applicants should specify how they will ensure the following:

1) Receipt and Disbursement of Grant Funds: Please indicate that you understand that the legal applicant is responsible for oversight of grant funds, and specify your plan to ensure that they are used appropriately as outlined by the grant conditions.

2) Financial Reporting: Please indicate that you understand that the legal applicant is required on a quarterly basis to outline the amount of monies spent, including both expenditures and the unobligated balance of the award. Describe your plan to ensure these reports will be submitted timely and accurately.

3) Programmatic Reporting: Progress reports are required on a periodic basis to obtain information on the status of your program, to include training, equipment purchased, etc., and community policing activities performed by your officers. Please specify your plan to ensure that these reports will be submitted timely and accurately.

G. Additional Information

The COPS Tribal Resources Grant Program is aimed at meeting the most pressing otherwise unfunded law enforcement needs in Indian communities. Therefore, we are asking you to prioritize your needs. Please include the following chart as the last page of your narrative and rank from most important to least important (using "1" as most important) the items you have requested in this application. **Please do not rank items that you did not request on this application.**

Example

A tribe has requested basic/academy training, a police car, and computer equipment. They have determined that their most important need is computer equipment and that their least important need is basic/academy training. Here is how this department might rank their needs:

Rank #:	Requested Items
3	Basic/Academy Training
	Specialized Academy Training
	Community Policing Training
	Computer Training
	Officer Uniforms/Standard Issue Equipment
1	Computer Equipment
	Communications Technology
	Other Departmental Technology/Equipment
2	Police Car
	Special Conveyance Vehicles

Budget Narrative

All applicants must submit the Budget Narrative as described in Section 10 of the COPS Application Attachment to the SF-424. All budget items must be programmatically linked to the activities described in your program proposal. Each applicant has the burden of adequately demonstrating this link. The COPS Office may delete any unlinked items without notification.

Selection Criteria

Funding selections are ultimately based on a number of factors, including application completeness and accuracy, the implementation of previous COPS grants (including the timely submission of programmatic progress reports and financial status reports), and the enhancement of community policing activities as proposed in the application Project Narrative. The narrative will be a significant factor in the application review and approval process. There is no local match requirement for the TRGP 2009 grant; therefore, the COPS Office will consider the need for federal assistance in evaluating each agency's request for funding.

Please keep one copy of your application for your records.

Sample Budget Narrative, Budget Detail Worksheets & Budget Summary

Important note:

Only sections C, D, F and the Budget Summary of the COPS Budget Detail Worksheets are applicable to the COPS TRGP grant program. Only those sections that apply to the TRGP grant are included in this sample. *Applicants should not request items under the other sections of the COPS Budget Detail Worksheets. Please see the TRGP Federal Funding: Allowable and Unallowable Costs section for more information on what items can be requested.*

SAMPLE BUDGET NARRATIVE

Equipment:

The Anytribe Police Department is requesting much needed equipment to upgrade our current equipment and technology. We are requesting a police car to replace one of our current patrol vehicles that has over 100,000 miles and is no longer reliable and another patrol car for a new full-time officer position. These patrol cars will include a standard law enforcement package with lights/siren, decals, radio, and cage for $30,000 each. Our reservation covers over 18 square miles and these vehicles are vital in responding to routine calls for service.

We are requesting in-car cameras for our four current vehicles as well as for the two new vehicles we are requesting (six total). These in-car cameras will record all vehicle stops and increase officer safety and may also be used for officer training purposes. The use of in-car video systems will avoid costly litigation and build public confidence in this Department. The camera use will discourage misconduct by both police officers and the public knowing that their actions are being recorded. The camera systems are $1,000 each.

Our request for a Computer Aided Dispatch (CAD) will greatly enhance our record keeping and ability to view the real-time status of all on-duty officers and keep detailed records for all calls dispatched. The addition of a Records Management System will allow us to automate all common record keeping functions. The CAD/RMS software is estimated at $5,000.

We are also requesting a patrol boat so we may better patrol the waterways in our jurisdiction and assist in search and rescue operations. We currently do not have a patrol boat for these functions and have been unable to proactively patrol our waterways or present boating safety seminars for community members. This boat will include lights, decals, motor, and search and rescue gear for $8,000.

We are requesting three ATVs to patrol remote areas and trails within the reservation that are inaccessible by car. Many of our tribal members live in remote areas of the reservation and it is important that we are able to reach them. The Tribe also has problems with disorderly youth hanging out in remote areas as well as illegal dumping. These ATVs will increase our presence in remote and heavily wooded areas of the reservation not accessible by car. They will also be utilized during powwows and other community events to enhance law enforcement visibility. The three ATVs cost $5,000 each.

We are requesting standard issue police equipment for three new officer positions as well as to replace worn out equipment for one current officer. This standard issue equipment includes: handgun, bulletproof vest, portable radio, utility belt, handcuffs/case, flashlight, and pepper spray. The equipment costs will be $1,500 per officer for three new positions and one current position.

The request for three desktop computers will allow us to put a computer in each of our three substations. Officers will be able to utilize these computers to type reports and research problem-solving strategies. The three computers requested are $2,500 each.

Six narrowband mobile radios at $4,000 each will enhance communication capabilities of officers in the field while 10 GPS units at $350 (one mounted in each patrol vehicle) will allow each officer's exact location to be tracked by dispatch. This will enhance officer safety as well as response time as the closest officer can be dispatched to the requested location. This will also aid our department in crime mapping capabilities, as many of our streets and residences are not well-marked. We will have the capability of pinpointing the location of each event even when no street address exists.

Other costs:

Anytribe Police Department is requesting uniform costs for four officers at $1,000 per officer.

We are also requesting costs for three background investigations for three officer positions totaling $3,000.

Travel/Training:

We are requesting community policing training for two officers at $800/officer. Although we have attended this training under previous TRGP grants, we feel it is important to send additional officers to enhance their knowledge of community policing and problem solving. We are also requesting computer training for five officers that will include training on our requested CAD/RMS as well as on the use of common word processing software. We anticipate attending a three-day training at a local community college that will cost $200 per officer per day ($3,000 total for the five officers to attend).

C. EQUIPMENT/TECHNOLOGY   No Equipment/Technology Requested ❑

Instructions: List non-expendable items that are to be purchased. Non-expendable equipment is tangible property (e.g., technology) having a useful life of more than one year and an acquisition cost of $5,000 or more per unit. Expendable items should be included either in the **"SUPPLIES"** or **"OTHER"** categories.

Please be advised that, to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

For agencies purchasing items related to enhanced communications systems, the COPS Office expects and encourages that, wherever feasible, such voice or data communications equipment should be incorporated into an intra- or interjurisdictional strategy for communications interoperability among federal, state, and local law enforcement agencies.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)			Per Item Subtotal
Police car/accessories	(2	x	30,000)	$60,000
CAD/RMS Software	(1	x	5,000)	$ 5,000
Patrol boat/accessories	(1	x	8,000)	$ 8,000
ATV	(3	x	5,000)	$ 15,000
Standard issue police equipment	(4	x	1,500)	$ 6,000
In-car camera system	(6	x	1,000)	$ 6,000
Desktop computer	(3	x	2,500)	$ 7,500
Narrow band mobile radios	(6	x	4,000)	$ 24,000
GPS units	(10	x	350)	$ 3,500
	(	x	)	$
	(	x	)	$
	(	x	)	$
EQUIPMENT TOTAL:				**$ 135,000** Transfer to Budget Summary Line 3

Please include a detailed description for all items listed in the Budget Narrative

D. OTHER COSTS   **No Other Costs Requested**   ❑

Instructions: List other requested items that will support the project goals and objectives as outlined in your application. Other costs may include items such as overtime and background investigations for law enforcement officer positions and/or civilian positions if allowable under the program for which you are applying.

Please be advised that, to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
Standard issue police uniform	(4 x 1,000)	$ 4,000
Background investigation	(3 x 1,000)	$ 3,000
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	(x)	$
	Other Cost Total:	$ 7,000 Transfer to Budget Summary Line 4

Please include a detailed description for all items listed in the Budget Narrative

F. TRAVEL/TRAINING   No Travel/Training Requested ❏

Instructions: Itemize travel expenses of project personnel by purpose (e.g., mandatory training, staff to training, field interviews, advisory group meetings). Show the basis of computation (e.g., 6 staff members times the unit cost per person for lodging for 3 days). Training projects, training fees, travel, lodging and per diem rates for trainees should be listed as separate travel items. Show the number of staff attending any event and the unit costs per person involved. Identify the location of travel, when possible. Note: Any local training costs (within a 50-mile radius) should be listed under Section D ("Other Costs").

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Reason for Travel/Training & Location of Travel/Training	Travel/Training Item	Computation (# of Staff X Unit Cost X # of Days/Trips/Events)	Per Item Subtotal
Community Policing Training/Unknown		(2 x 800 x 1) officers per day days	$ 1,600
Computer Training/Community College		(5 x 200 x 3) officers per day days	$ 3,000
		(_____ x _____ x _____)	$
		(_____ x _____ x _____)	$
		(_____ x _____ x _____)	$
		(_____ x _____ x _____)	$
		(_____ x _____ x _____)	$
		(_____ x _____ x _____)	$
		Travel/Training Total:	$ 4,600 Transfer to Budget Summary Line 6

Please include a detailed description and justification for travel listed in the Budget Narrative

BUDGET SUMMARY

Instructions: When you have completed the Budget Detail Worksheets, please transfer the category totals to the spaces below. Please compute the Total Project Amount, Total Federal Share Amount, and Total Local Share (if applicable). Please see the Application Guide for information on the maximum federal share and local matching requirements for the grant for which you are applying.

	Budget Category	Category Total	Line #
C.	**Equipment/Technology**	$ 135,000. 00	**3**
D.	**Other Costs**	$ 7,000. 00	**4**
F.	**Travel/Training**	$ 4,600. 00	**6**
	Total Project Amount:	$ 146,600. 00	
	Total Federal Share Amount: (Total Project Amount X Federal Share Percentage Allowable	$ 146,600. 00	
	Total Local Share Amount (If applicable): (Total Project Amount - Total Federal Share Amount)	$ 0. 00	

Contact Information for Budget Questions

Please provide contact information of the financial official that the COPS Office may contact with questions related to your budget submission.

Authorized Official's Typed Name: **Joe Runningbear**

Title: **Finance Director**

Phone: **(123) 456-7890**

Fax: **(123) 654-3210**

E-mail Address: **joe.runningbear@anytribe.com**

APPENDIXES

Appendix A: Glossary of COPS Program Terms

The following information is provided to assist you with the completion of your COPS grant program Application Forms. The list includes some of the most common terms that are used in the Application Forms. For additional assistance or clarification regarding any part of the application, please contact your Grant Program Specialist at 800.421.6770.

Allowable Costs: Allowable costs are what a program funds.

Authorized Officials: The authorized officials are the individuals in your organization who have final authority and responsibility for all programmatic and financial decisions regarding your application and, if awarded, your grant award. For law enforcement agencies, the listed law enforcement executive (usually Chief of Police, Sheriff, etc.) and the government executive (usually Mayor, Board President, etc.) are your agency's authorized officials.

Authorized Organizational Representative (AOR): A person authorized by your E-business POC to submit applications to Grants.gov. This privilege should be provided only to those individuals who currently have signature authority for submitting grant applications. The name of the individual designated as an AOR will be populated by the Grants.gov system in grant application package forms, which require signatures. An organization can assign as many AORs to use Grants.gov as necessary.

Automated Booking System: An automated booking system captures arrestee fingerprints and photographic information electronically and often has the ability to transfer that information to a departmental or statewide database.

Automated Fingerprint Identification System (AFIS): An AFIS system is a highly specialized biometrics system that compares a single fingerprint image with a database of fingerprint images. Fingerprint images are collected from crime scenes or are taken from criminal suspects when they are arrested. Fingerprint images may be captured by placing a finger on a scanner or by electronically scanning inked impressions on paper.

Award Start Date: This is the date on or after which your agency is authorized to purchase items or hire positions that were approved by the COPS Office. If awarded, the award start date is found on your grant Award Document. *Grantees may not make any purchases or hire any positions prior to this date without written approval from the COPS Office.*

Career Law Enforcement Officer: The COPS statute defines a "career law enforcement officer" as a person hired on a permanent basis who is authorized by law, or by a state or local public agency, to engage in or oversee the prevention, detection or investigation of violations of criminal laws.

Catalog of Federal Domestic Assistance (CFDA): The CFDA is an annual government-wide publication that contains a description and index of all forms of federal assistance. Each program is assigned a "CFDA number," which is used by auditors to track grant revenues under the Single Audit Act. It is also used in participating states by State Single Points of Contact in conducting the required intergovernmental reviews under Executive Order 12372. The CFDA number for all COPS programs is 16.710.

Central Contractor Registry (CCR): Institutions receiving any type of award from the federal government must register with CCR.

Closeout: The process in which the awarding agency, the COPS Office, determines that all applicable administrative actions and all required work and conditions of the award have been completed and met by the recipient and awarding agency.

Cognizant Federal Agency: The federal agency that generally provides the most federal financial assistance to the recipient of funds. Cognizance is assigned by the Office of Management and Budget (OMB).

Community Oriented Policing: Community oriented policing is a policing philosophy that promotes and supports organizational strategies to address the causes and reduce the fear of crime and social disorder. This is achieved through problem-solving approaches and community-police partnerships. It enhances police professionalism by providing officers with the skills, technology, and motivation to act in innovative ways to solve community crime-related problems. Grant requests must be linked to the implementation or enhancement of community policing. All newly hired, additional officers (or an equal number of redeployed veteran officers) funded under COPS programs must engage in community policing activities. All equipment and technology items must be used to enhance community policing as outlined in your application.

Computer Aided Dispatch (CAD) system: Computer database that can track calls for service, maintain status of units available, provide various reports, produce address histories, and support electronic mail. With the installation of integrated CAD systems, officers are able to receive calls for service on their mobile data terminals rather than over the radio. Radios can then be used only for serious emergencies.

Consortium: A consortium is a group of two or more governmental entities that agree to form a partnership to provide law enforcement services to their constituent communities.

COPS Finance Staff: The COPS Finance Staff handle your agency's financial and budgetary needs related to your application. A Staff Accountant is assigned to your state, and is available to answer any questions that you may have concerning the financial aspects of your grant, if awarded. To identify your Staff Accountant, please call the COPS Office Response Center at 800.421.6770, or visit the COPS web site at www.cops.usdoj.gov.

COPS Office: The Office of Community Oriented Policing Services (COPS) is the office within the U.S. Department of Justice that, if awarded, is your "grantor" or "awarding" agency for your COPS grant or cooperative agreement. The COPS Office is responsible for administering your grant for the entire grant period. You can reach the COPS Office at 800.421.6770.

DUNS Number: DUNS stands for "data universal numbering system." DUNS numbers are issued by Dun and Bradstreet (D&B) and consist of nine digits. If your institution does not have one, call 1-866-705-5711 to receive one free of charge. You can also request your DUNS number online at www.dnb.com/us.

E-Business Point of Contact (POC): Person who will designate which staff members can submit applications through Grants.gov. When you register with CCR, your institution will be asked to designate an E-Business POC.

Federally Recognized Tribe: Tribal entities that are recognized and eligible for funding and services from the Bureau of Indian Affairs by virtue of their status as Indian tribes. They are acknowledged to have the immunities and privileges available to other federally acknowledged Indian tribes by virtue of their government-to-government relationship with the United States as well as the responsibilities, power, limitation, and obligations of such tribes. Only Federally Recognized Tribes are eligible to apply for COPS grant funds. For further information, contact: Bureau of Indian Affairs, Division of Tribal Government Services, MS-4631-MIB, 1849 C Street, N.W., Washington, D.C. 20240, 202.208.2475.

Gas Mask: A gas mask is connected to a chemical air filter and is used to protect the face and lungs from toxic gases.

Global Positioning System (GPS): Global Positioning Systems are a series of 24 geosynchronous satellites that continuously transmit their position. Each system is used in personal tracking, navigation, and automatic vehicle location technologies.

Grant Number: If awarded, the grant number identifies your agency's specific grant, and can be found on your grant Award Document. This number should be used as a reference when corresponding with the COPS Office. The COPS Office tracks grant information based upon this number.

Interoperable Communications: Communications interoperability refers to the ability to talk across disciplines and jurisdictions via radio communications networks on demand, in real time. Interoperable communications equipment and technology is used to increase interoperability and data information sharing among the law enforcement, fire service, and emergency medical service communities.

Local Budget Cycle: Your agency's fiscal year. Some common examples include January 1 to December 31, October 1 to September 30, and July 1 to June 30. Some local budget cycles may extend up to twenty-four (24) months.

M-PIN: Password used by your e-business point of contact to designate which staff members can submit applications to Grants.gov.

Matching Funds: What a locality must contribute as a cash match toward total allowable project costs over the life of the program.

Mobile Data Computer/Laptop: A Mobile Data Computer (MDC) is a computer terminal mounted in a vehicle that is linked via wireless communication to a network that is often integrated with a CAD system. MDCs enable officers to complete previously handwritten reports on a computer. This often eliminates the need to enter duplicate information on multiple reports.

National Incident-Based Reporting System (NIBRS): A comprehensive reporting database. Agencies provide individual records for eight index crimes and 38 other offenses.

Obligation of Funds: If this application is awarded, the COPS Office "obligates" federal funds when the grant Award Document is signed by the Director or his/her designated official. For the grantee, grant funds are "obligated" when monies are spent directly on purchasing items approved under the grant or cooperative agreement. The term encumbrance is often used at the local and state levels to describe this type of transaction. Liquidated obligations are considered cash outlays or monies actually spent. Unliquidated obligations are obligations incurred and recorded but not yet paid (accrual basis of accounting) or not yet recorded and not yet paid (cash basis of accounting).

OJP Vendor Number/EIN Number: This is your agency's nine-digit federal tax identification number assigned to you by the IRS. Your accounting/bookkeeping department should have this number. If your EIN previously has been assigned to another agency within your jurisdiction, the Office of the Comptroller will assign a new OJP vendor number to you. The new assigned number is to be used for administrative purposes only, in connection with this grant program, and should not be used for IRS purposes.

ORI (Originating Agency Identifier) Number: This number is assigned by the FBI and is your agency's originating agency identifier. The first two letters are your state abbreviation, the next three numbers are your county's code, and the final two numbers identify your jurisdiction within your county. When you contact the COPS Office with a question, you can use the ORI number, and we will be able to assist you. If you are a previous COPS grant recipient, you may have been assigned an ORI number through the COPS Office if the FBI had not previously assigned your agency this identifier number.

Primary Law Enforcement Authority: An agency with primary law enforcement authority is the agency that is the first responder to calls for service, and has ultimate and final responsibility for the prevention, detection, and/or investigation of violations of criminal laws within its jurisdiction.

The Public Safety Partnership and Community Policing Act of 1994:
The COPS Office is charged with fulfilling the mandates of this law. The purposes of the law are to:

- Increase the number of community policing officers on the beat
- Provide additional and more effective training to law enforcement officers to enhance their problem-solving, service, and other skills needed in interacting with members of the community
- Encourage the development and implementation of innovative programs to permit members of the community to assist law enforcement agencies in the prevention of crime
- Encourage the development of new technologies to assist law enforcement agencies in reorienting the emphasis of their activities from reacting to crime to preventing crime.

Supplanting: COPS grant funds may not be used to supplant (replace) state, local, or Bureau of Indian Affairs funds that would be made available in the absence of federal COPS grant funding. Program funds must be used to increase the amount of state, local, or Bureau of Indian Affairs funds otherwise budgeted for the grant purposes, plus any additional state, local, or Bureau of Indian Affairs funds budgeted for these purposes. For further information regarding supplanting, please contact the COPS Office Legal Division at 202.514.3750.

Appendix B: National Institute of Justice (NIJ) Bulletproof Vest Standards

The following information was adapted from NIJ Guide 100-98, "Selection and Application Guide to Police Body Armor." The publication in its entirety may be requested from:

National Law Enforcement and Corrections Technology Center (NLECTC)
2277 Research Boulevard
Rockville, MD 20850
800.248.2742

The publication may also be downloaded from the Center's website: www.nlectc.org.

"NIJ's policy on body armor has always been that preserving the life of the police officer is the sole criteria on which to judge body armor effectiveness. At present, an officer may select a garment that corresponds to an appropriate threat level and be confident that armor in compliance with NIJ's standard will defeat the stated threat level."

Type I (.22 LR; .38 Special)
Type I body armor is light. This is the minimum level of protection every officer should have and the armor should be routinely worn at all times while on duty. Type I body armor was the armor issued during the NIJ demonstration project in the mid-1970's. Most agencies today, however, because of increasing threats, opt for a higher level of protection.

This armor protects against .22 Long Rifle High-Velocity lead bullets, with nominal masses of 2.6 g (40gr), impacting at a velocity of 320 m/s (1,050 ft/s) or less, and against .38 Special roundnose lead bullets, with nominal masses of 10.2 g (158 gr), impacting at a velocity of 259 m/s (850 ft/s) or less. It also provides protection against most other .25 and .32 caliber handgun rounds.

Type II-A (Lower Velocity .357 Magnum; 9mm)
Type II-A body armor is well suited for full-time use by police departments, particularly those seeking protection for their officers from lower velocity .357 Magnum and 9mm ammunition.

This armor protects against .357 Magnum jacketed soft-point bullets, with nominal masses of 10.2 g (158 gr), impacting at a velocity of 381 m/s (1,250 ft/s) or less, and against 9mm full-metal jacketed bullets, with nominal masses of 8.0 g (124 gr), impacting at a velocity of 332 m/s (1,175 ft/s). It also protects against such threats as .45 Auto., .38 Special +P, and some other factory loads in caliber .357 Magnum and 9mm, as well as the Type I threats.

Type II (Higher Velocity .357 Magnum; 9mm)
Type II body armor is heavier and more bulky than either Types I or II-A. It is worn full-time by officers seeking protection against higher velocity .357 Magnum and 9mm ammunition.

This armor protects against .357 Magnum jacketed soft-point bullets, with nominal masses of 10.2 g (158 gr), impacting at a velocity of 425 m/s (1,395 ft/s) or less, and against 9mm full-jacketed bullets, with nominal velocities of 358 m/s (1,175 ft/s). It also protects against most other factory loads in caliber .357 Magnum and 9mm, as well as the Type I and II-A threats.

Type III-A (.44 Magnum; Submachine Gun 9mm)

Type III-A body armor provides the highest level of protection currently available from concealable body armor and is generally suitable for routine wear in many situations. However, departments located in hot, humid climates may need to evaluate the use of Type III-A armor carefully.

This armor protects against .44 Magnum lead semi-wadcutter bullets with gas checks, nominal masses of 15.55 g (240 gr), impacting at a velocity of 426 m/s (1,400 ft/s) or less. It also provides protection against most handgun threats, as well as the Type I, II-A and II threats.

Type III (High-Powered Rifle)

Type III body armor is clearly intended only for tactical situations when the threat warrants such protection, such as barricade confrontations involving sporting rifles.

This armor, normally of hard or semi-rigid construction, protects against 7.62 mm full-metal jacketed bullets (U.S. military designation M80), with nominal masses of 9.7 g (150 gr), impacting at a velocity of 838 m/s (2,750 ft/s) or less. It also provides protection against threats such as 223 Remington (5.56 mm FMJ), 30 Carbine FMJ, and 12-gauge rifled slug, as well as the Type I through III-A threats.

Type IV (Armor-Piercing Rifle)

Type IV body armor provides the highest level of protection currently available. Because this armor is intended to resist "armor piercing" bullets, it often uses ceramic materials. Such materials are brittle in nature and may provide only single-shot protection, since the ceramic tends to break up when struck. As with Type III armor, Type IV armor is clearly intended only for tactical situations when the threats warrant such protection.

This armor protects against .30-06 caliber armor-piercing bullets (U.S. military designation AMP2), with nominal masses of 10.8 g (166 gr), impacting at a velocity of 868 m/s (2,850 ft/s) or less. It also provides at least single-hit protection against the Type I through III threats.

Special Type

A purchaser who has a special requirement for a level of protection other than one of the above standard threat levels should specify the exact test rounds and minimum impact velocities to be used and indicate that this standard shall govern in all other respects.

PAPERWORK REDUCTION ACT NOTICE

The public reporting burden for this collection of information is estimated to be up to one hour per response, depending upon the COPS program being applied for which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 1100 Vermont Avenue, N.W., Washington, D.C. 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0096 and the expiration date is 02/29/2012.

www.cops.usdoj.gov